

LAWRENCE J. HOGAN, JR. Governor

BOYD K. RUTHERFORD

Lieutenant Governor

DAVID R. BRINKLEY
Secretary

February 18, 2015

Dear State Employee,

As you know, one day after taking office, Governor Hogan presented a budget plan that significantly reined in State spending and – for the first time in nearly a decade – produced a structurally balanced budget. Accomplishing this task required some very tough decisions, but in the end the budget was structurally balanced without eliminating agencies and programs, imposing furloughs, or eliminating filled State positions.

As part of this plan, Governor Hogan has authorized the immediate implementation of a Voluntary Separation Program (VSP) for State employees. The goal of the Program is to reduce the size of the State workforce by allowing employees to elect voluntarily to leave State service. Application to the program is open to eligible employees within the Executive Branch of State government who voluntarily elect to separate from employment no later than April 28, 2015. Eligible employees who apply and are selected to participate will receive a lump sum severance payment of \$15,000 plus an additional \$200 per year for each year of service. Selected participants will also receive three months of fully subsidized health benefits and payment for leave accrual in accordance with applicable law.

As you consider whether this Program is right for you, I encourage you to learn more about it by clicking on the link to the Voluntary Separation Program on the Department of Budget and Management's website at <a href="www.dbm.maryland.gov">www.dbm.maryland.gov</a>. The site includes: a program guide outlining eligibility criteria, the application process, due dates, and other program details; an application form; a list of position classifications excluded from participation in the Program; and guidance for those of you eligible for State retirement, including applicable forms. Additionally, you may call toll free at 1-855-500-4661 or 410-767-6831, or email <a href="wsp.administrator@maryland.gov">wsp.administrator@maryland.gov</a>, to reach a State representative who can help you access information to assist in your decision-making process.

Thank you for your service to the State of Maryland and for considering participation in the Voluntary Separation Program.

Sincerely,

David R. Brinkley Secretary

~Effective Resource Management~